

ADMINISTRATIVE - INTERNAL USE ONLY

ROUTING AND RECORD SHEET					
SUBJECT: (Optional) <div style="text-align: center; margin-top: 10px;">Talk at FBIS Conference</div>					
FROM: <div style="margin-top: 5px;">Director, Foreign Broadcast Information Service</div>	EXTENSION <div style="border: 1px solid black; width: 50px; height: 20px; margin: 5px auto;"></div>	NO. <div style="text-align: center; margin-top: 5px;">FBIS-0123/85</div>	STAT		
TO: (Officer designation, room number, and building)		DATE <div style="display: flex; justify-content: space-between; font-size: 0.8em;"> RECEIVED FORWARDED </div>	OFFICER'S INITIALS	DATE <div style="text-align: center; margin-top: 5px;">26 MAR 1985</div>	STAT
1. Executive Registry Room 7E12, Headquarters				COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)	
2.					
3. Executive Director					
4.					
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FBIS-0123/85

26 MAR 1985

MEMORANDUM FOR: Executive Director

FROM:

Director, Foreign Broadcast Information Service

SUBJECT: Talk at FBIS Conference

Jacm

1. This is to confirm that we would appreciate your addressing the FBIS Bureau Chiefs Conference at 1500-1600 on Thursday, 18 April. The conference will be held in Room 400 on the 4th Floor of the Key Building, attended by our 15 bureau chiefs and key FBIS Headquarters personnel. Please advise if you need a parking space.

2. I greatly appreciate your agreeing to come to Key Building for the meeting. We look forward to seeing you.

DDS&T/FBIS

(25 Mar 85)

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